ST/IC/2010/2

United Nations

Index to information circulars

JANUARY 2010

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United Nations

Index to information circulars

E.98.I.IC/3 2010

Introduction

1. The present index to information circulars lists in alphanumeric order by symbol, together with date and subject matter, all circulars that have been issued at United Nations Headquarters since January 2009. The index is issued annually.

2. The index comprises the following sections:

(a) Information circulars, by alphanumeric symbol, issued in 2009;

(b) Information circulars listed according to subject matter.

3. The index should be read in conjunction with the index to administrative issuances (ST/IC/2010/1), which contains issuances issued under the ST/SGB/- series and the ST/AI/- series.

4. Copies of the index are available through official distribution. The index is also archived in the optical disk system, and is included in the Human Resources Handbook.

5. Comments and suggestions concerning this publication would be appreciated. They should be addressed to the Chief, Policy Support Unit, Human Resources Policy Service, Office of Human Resources Management, 380 Madison Avenue, Room - M-09010, New York, N.Y. 10017. They can also be sent by fax to 212-963-1068 or 917-367-3661.

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Index to information circulars

A. Information circulars, by alphanumeric symbol, issued in 2009

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/59/Corr.1	15/1/09	2009 competitive examination for Spanish interpreters	Expiration date: 31/12/2009

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/1	1/09	Index to administrative issuances	Expiration date: in e until further notice
ST/IC/2009/2	1/09	Index to information circulars	Expiration date: in ef until further notice
ST/IC/2009/3	2/1/09	After-School Recreation and Study Programme for United Nations Children	Superseded by ST/IC/2009/23
ST/IC/2009/4	8/1/09	Vanbreda medical, hospital and dental insurance programme for staff members away from Headquarters	Expiration date: 31/12/2009
ST/IC/2009/5	15/1/09	First Day of Issue, 6 February 2009: "100th Anniversary of U Thant" stamps and New York definitive stamps	Expiration date: 5/3
ST/IC/2009/6	15/1/09	Revised base salary scales for staff in the Professional and higher categories and staff in the Field Service category	Expiration date: in ef until further notice
ST/IC/2009/7	22/1/09	Dependency allowances for staff in the Professional and higher categories and in the Field Service category	Expiration date: in ef until further notice. Se also ST/AI/2000/8 an Amend.1 and 2
ST/IC/2009/8	19/1/09	Post adjustment classification for New York	Expiration date: in ef until further notice. Se also ST/IC/2009/6
ST/IC/2009/9 and Add.1	28/1/09 24/3/09	Payment of 2008 income taxes	Expiration date: 31/12/2009
ST/IC/2009/10	30/1/09	2009 competitive examination for French-language translators/précis-writers	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as ame by ST/AI/2003/1
ST/IC/2009/11	6/2/09	2009 competitive examination for Russian interpreters	Expiration date: 31/12/2009. See also ST/AI/1998/7
ST/IC/2009/12	6/2/09	2009 competitive examination for Russian-language proofreaders/copy preparers/production editors	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as ame by ST/AI/2003/1
ST/IC/2009/13 and Corr.1	19/2/09 26/5/09	Education grant and special education grant for disabled children	Expiration date: in ef until further notice. S also ST/IC/2005/25, ST/AI/2004/2 and ST/AI/2000/6

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/14	11/3/09	First day of issue, 16 April 2009: Endangered Species series and annual collection folders	Expiration date: 16/7/2009
ST/IC/2009/15	18/3/09	2009 competitive examination for Arabic-language editorial assistants	Expiration date: 31/12/09. See also ST/AI/1998/4
ST/IC/2009/16	30/3/09	2009 competitive examination for Arabic-language translators	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/17	6/4/09	Language proficiency examinations, September 2009	Expiration date: 31/12/2009. See also ST/AI/1999/2
ST/IC/2009/18	13/4/09	2009 competitive examination for Spanish-language translators/précis-writers	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/19	21/4/09	2009 competitive examination for Arabic-language interpreters	Expiration date: 31/12/2010. See also ST/AI/1998/7
ST/IC/2009/20	21/4/09	2009 competitive examination for Arabic-language proofreaders/copy preparers/production editors	Expiration date: 31/12/2010. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/21	24/4/09	First day of issue, 7 May 2009: "World Heritage – Germany" stamps and prestige booklets, new Geneva and Vienna postal stationery and new Essen special event show sheet	Expiration date: 7/08/2009
ST/IC/2009/22	8/5/09	2009 competitive examination for Arabic-language editors	Expiration date: 31/12/2010
ST/IC/2009/23	20/5/09	After-school recreation and study programme for United Nations Children	Superseded by ST/IC/2009/41
ST/IC/2009/24	4/6/09	Review of staff claims for dependency benefits for 2006, 2007 and 2008	Expiration date: in effect until further notice
ST/IC/2009/25	15/6/09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1 and Amend.1
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new Provisional Staff Rules	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/27	30/7/09	2009 competitive examination for language reference assistants	Expiration date: 31/12/2009
ST/IC/2009/28	20/7/09	First Day of Issue, 6 August 2009: "ECOSOC" stamps and souvenir cards	Expiration date: 6/11/
ST/IC/2009/29	10/8/09	No smoking policy at United Nations Headquarters premises	Expiration date: in eff until further notice
ST/IC/2009/30	19/8/09	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2008 – 30 June 2009	Expiration date: in eff until further notice. Se also ST/IC/2002/25, ST/IC/2004/28, ST/IC/2005/51, ST/IC/2006/48, ST/IC/2007/47 and ST/IC/2008/41
ST/IC/2009/31	24/8/09	Working hours during the sixty-fourth session of the General Assembly	Expiration date: 31/12/2009
ST/IC/2009/32	10/9/09	First day of issue, 25 September 2009: "Millennium Development Goals" stamps	Expiration date: 25/12/2009
ST/IC/2009/33	14/9/09	United Nations sabbatical leave programme for 2010	Expiration date: 31/12/2010. See also ST/AI/2000/4
ST/IC/2009/34	11/9/09	Arrangements for admission to United Nations Headquarters during the sixty-fourth session of the General Assembly	Expiration date: 11/9/
ST/IC/2009/35	14/9/09	Arrangements for admission to the United Nations Headquarters during the Summit on Climate Change convened by the Secretary-General, to be held on 22 September 2009, and for the period of the general debate of the sixty-fourth session of the General Assembly, to be held from 23 to 30 September 2009	Expiration date: 2/10/2009
ST/IC/2009/36	22/9/09	First day of issue, 2 October 2009: "International Day of Non-Violence" stamp and Souvenir Card	Expiration date: 2/01/2010
ST/IC/2009/37	22/9/09	First day of issue, 8 October 2009: "Indigenous people" stamps and annual collection folders	Expiration date: 8/01/2010
ST/IC/2009/38	15/10/09	Hourly wage for household employees on G-5 visas	Expiration date: in eff until further notice
ST/IC/2009/39	27/10/09	Official holidays for 2010 at United Nations Headquarters	Expiration date: 31/12/2010
ST/IC/2009/40	6/11/09	Language and communications programme at Headquarters - 2010	Expiration date: 31/12/2010

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/41	16/11/09	After-school recreation and study programme for United Nations Children	Expiration date: 30/06/2010
ST/IC/2009/42	1/12/09	Employment of household employees for whom a G-5 visa has been requested or obtained	Expiration date: in effect until further notice. See also ST/IC/2009/38

Symbol	*Date issued*	*Subject*	*Remarks*

B. Information circulars listed according to subject matter

I. Buildings, premises and security[1]

ST/IC/2000/80	18/10/00	United Nations garage: Chairman of the Garage Review Board	Expiration date: in until further notice
ST/IC/2009/29	10/8/09	No smoking policy at United Nations Headquarters premises	Expiration: in effe further notice
ST/IC/2009/34	11/9/09	Arrangements for admission to United Nations Headquarters during the sixty-fourth session of the General Assembly	Expiration date: 11/9/2010

II. Claims

ST/IC/2003/50	27/8/03	In memory of colleagues killed in the attack against the United Nations compound in Baghdad on 19 August 2003	Expiration date: 31/12/2004. See a ST/SGB/2003/11
ST/IC/2009/24	4/6/09	Review of staff claims for dependency benefits for 2006, 2007 and 2008	Expiration date: in until further notice

III. Communications, archives and records

ST/IC/2000/89	27/11/00	Procedures governing the dispatch of personal mail from United Nations offices away from Headquarters	Expiration date: in until further notice also ST/AI/368
ST/IC/2001/70	21/9/01	Revised rates for telephone and facsimile service using the United Nations global network	Expiration date: in until further notice
ST/IC/2003/29	23/4/03	Performance controls of United Nations Internet services	Expiration date: in until further notice
ST/IC/2003/35	3/6/03	Registration of e-mail addresses for delivery of pay slips	Expiration date: in until further notice
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in until further notice
ST/IC/2003/64	11/12/03	Personal emergency contact information	Expiration date: in until further notice

[1] For information circular on arrangements for admission to the premises during sessions of the General Assembly, see se above

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new Provisional Staff Rules	Expiration date: in effect until further notice
ST/IC/2009/40	6/11/09	Language and communications programme at Headquarters - 2010	Expiration date: 31/12/2010

IV. Conferences

No information circulars apply at present.

V. Documents and publications

ST/IC/2002/70	1/11/02	Availability to Secretariat officials of official documents and publications	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new Provisional Staff Rules	Expiration date: in effect until further notice

VI. Finance[2]

ST/IC/2002/13	28/2/02	Budget constraints and support service reductions	Expiration date: in effect until further notice

VII. General office procedures

ST/IC/1997/11	4/2/97	Electronic mail – directory maintenance and automatic message deletion	Expiration date: in effect until further notice
ST/IC/1999/14	9/2/99	Guidelines for ergonomic workstations and work with computers	Expiration date: in effect until further notice
ST/IC/2002/73	1/11/02	United Nations health and life insurance Internet site	Expiration date: in effect until further notice
ST/IC/2003/29	23/4/03	Performance controls of United Nations Internet services	Expiration date: in effect until further notice

[2] For information circulars on United Nations stamps, see section A above.

Symbol	Date issued	Subject	Remarks
ST/IC/2005/39	5/6/05	Registration of e-mail addresses for delivery of pay slips	Expiration date: in effect until further notice
ST/IC/2005/41	30/6/05	Communications and contacts with host country authorities	Expiration date: in effect until further notice
ST/IC/2005/48	16/12/05	Personal emergency contact information	Expiration date: in effect until further notice
ST/IC/2006/11	16/2/06	Mobile communication devices for official work	Expiration date: in effect until further notice
ST/IC/2006/31	21/4/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice

4.100. Various instances

A. Administrative staff relations

No information circulars apply at present.

B. Allowances, entitlements and grants

ST/IC/2000/101 and Corr.1 Add.1 Amend.1	8/12/00 27/6/01 12/12/06 12/4/07	Rental subsidies and deductions	Expiration date: in effect until further notice. See also ST/AI/2000/10 as amended by ST/AI/2008/6 and ST/IC/2008/49
ST/IC/2003/50	27/8/03	In memory of colleagues killed in the attack against the United Nations compound in Baghdad on 19 August 2003	Expiration date: 31/12/2008. See also ST/AI/2003/3
ST/IC/2004/29	12/5/04	Education grant and special education grant for children with a disability	Expiration date: in effect until further notice. See also ST/AI/2000/2, ST/AI/2000/9 and ST/IC/2000/13 and Corr.1
ST/IC/2005/20	29/12/05	Relocation grant (lump sum option for unaccompanied dependants) – Rates	Expiration date: in effect until further notice
ST/IC/2006/30	19/4/06	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2

Section	Date in force	Subject	Notes
s.2 (s. 2006-44)	12-9-08	Rates of daily subsistence allowance at New York, Geneva and Vienna	S. regulations dated ... in effect until further notice. See also s.2 (s. 2006-1) as amended by s.1 (s. 2007-4)
s.2 (s. 2006-45)	17-9-08	Threshold percentage for the purpose of calculating rental subsidies	S. regulations dated ... in effect until further notice. See also s.2 (s. 2006-45) and s.2 (s. 2006-46) and Table 1
s.2 (s. 2006-7)	22-1-09	Dependency allowances for staff in the Professional and higher categories and in the Field Service category	S. regulations dated ... in effect until further notice. See also s.2 (s. 2006-7) and Schedule 1 and 2
s.2 (s. 2006-9)	19-1-09	Post adjustment classification for New York	S. regulations dated ... in effect until further notice. See also s.2 (s. 2006-9)
s.2 (s. 2006-11) and s. (s. 2006-)	19-2-09 26-9-09	Education grant and special education grant for disabled children	S. regulations dated ... in effect until further notice. See also s.2 (s. 2006-11) and s.2 (s. 2006-) and s.2 (s. 2006-)
s.2 (s. 2006-24)	8-9-09	Review of staff claims for dependency benefits for 2006, 2007 and 2008	S. regulations dated ... in effect until further notice
s.2 (s. 2006-29)	19-9-09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	S. regulations dated ... in effect until further notice. See also s.2 (s. 2007-3) and Schedule 1
s. (s. 2006-)			
s.2 (s. 2006-26)	29-8-08	Membership of the New York General Service Classification Appeals and Review Committee	S. regulations dated ... See also s.2 (s. 2006-) and s. (s. 2006-)
s.2 (s. 2006-2) Table 1	1-7-08	Membership of the New York General Service Classification Appeals and Review Committee	S. regulations dated ... See also s.2 (s. 2006-) and s. (s. 2006-)
Table 2	17-8-08	Membership of the New York General Service Classification Appeals and Review Committee	S. regulations dated ...
Table 3	1-7-08	Membership of the New York General Service Classification Appeals and Review Committee	S. regulations dated ... (s. 2007-2006)
Table 4	20-8-08	Membership of the New York General Service Classification Appeals and Review Committee	S. regulations dated ... (s. 2007-2006)
s.2 (s. 2006-2a)			

Number	Date issued	Subject	Remarks
Add.9	27 [illegible] 02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30 Dec 2003
Add.6	19 Dec 03	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: in effect until further notice
ST/AI/2004/4	25 Jun 04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/AI/2005/[illegible]	5 Dec 05	Membership of the Classification Appeals Committee for posts in the Professional category	Expiration date: 1 Jan 2006. See also ST/AI/[illegible]
ST/AI/2006/[illegible]	23 Oct 06	Regional Justice Council	Expiration date: in effect until further notice

6. Appointments, placement and promotion

ST/AI/2000/[illegible]	18 Jul 00	Multilingualism	Expiration date: in effect until further notice
ST/AI/2005/[illegible]	10 Jun 05	Staff selection system	Expiration date: in effect until further notice
ST/AI/2006/[illegible]	5 [illegible] 06	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/AI/[illegible] as amended by ST/AI/2006/[illegible]
ST/AI/2006/[illegible]	1 [illegible] 06	Membership of the Central Review Board, Committees and Panels at Headquarters	Expiration date: in effect until further notice. See also ST/AI/[illegible]

9. [illegible], leave and working hours[1]

ST/AI/[illegible]	[illegible] 00	Implementation of the changes in the annual leave system	Expiration date: in effect until further notice. See also ST/AI/[illegible]
ST/AI/[illegible]	[illegible] 00	Working hours during the sixty-fourth session of the General Assembly	Expiration date: [illegible]
ST/AI/[illegible]	[illegible]	United Nations additional leave programme for [illegible]	Expiration date: [illegible]. See also ST/AI/[illegible]
ST/AI/[illegible]	[illegible]	Official holidays for [illegible] at United Nations Headquarters	Expiration date: [illegible]

[1] For information relating to working hours during sessions of the General Assembly, see section 9 above.

	Date issued	Subject	Remarks

6. Delegation of authority

No information circulars apply at present.

. Disciplinary matters

[illegible]	29/4/02	Practice of the Secretary-General in disciplinary matters, 2000-2002	Expiration date: in effect until further notice. See also ST/SGB/2000/14
[illegible]	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
[illegible]	26/7/04	Practice of the Secretary-General in disciplinary matters, 2002-2003	Expiration date: in effect until further notice. See also ST/SGB/2000/14
[illegible]	24/3/05	Reporting of suspected misconduct	Expiration date: in effect until further notice
[illegible]	[illegible]/6/05	Practice of the Secretary-General in disciplinary matters, 1 January 2004 – 30 June 2005	Expiration date: in effect until further notice
[illegible]	31/7/06	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2005 – 30 June 2006	Expiration date: in effect until further notice
[illegible]	31/8/07	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2006 – 30 June 2007	Expiration date: in effect until further notice
[illegible]	[illegible]/8/08	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2007 – 30 June 2008	Expiration date: in effect until further notice
[illegible]	[illegible]/8/09	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour, 1 July 2008 – 30 June 2009	Expiration date: in effect until further notice. See also [illegible]

Symbol	*Date issued*	*Subject*	*Remarks*
8. Duties and obligations			
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/2002/38	14/6/02	Privileges and immunities – Requests by local authorities to interview staff	Expiration date: in effect until further notice. See also ST/SGB/2002/13
ST/IC/2003/17	11/3/03	Our core values prohibit discrimination and harassment	Expiration date: in effect until further notice. See also ST/SGB/2002/13
ST/IC/2004/31	6/8/04	Permanent residence in the United States of America – waiver of rights, privileges, exemptions and immunities	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2004/38	9/9/04	Host country travel regulations – Iraqi nationals	Expiration date: in effect until further notice
ST/IC/2004/39	9/9/04	Procedures regarding citations for motor vehicle infractions	Expiration date: in effect until further notice
ST/IC/2005/15	8/3/05	Host country travel regulations – Libyan nationals	Expiration date: in effect until further notice
ST/IC/2005/19	24/3/05	Reporting of suspected misconduct	Expiration date: in effect until further notice
ST/IC/2005/59	31/10/05	Host country travel regulations – Russian nationals	Expiration date: in effect until further notice
ST/IC/2005/66	14/12/05	Preparations for a possible wait-at-strike	Expiration date: in effect until further notice
ST/IC/2006/02	02/1/06	Host country travel regulations – Vietnamese nationals	Expiration date: in effect until further notice
ST/IC/2006/19	23/5/06	Licensing procedures for non-United States citizens	Expiration date: in effect until further notice
ST/IC/2006/30	16/8/06	Outside activities	Expiration date: in effect until further notice
ST/IC/2006/31	16/8/06	Honours, gifts or remuneration from outside sources	Expiration date: in effect until further notice
ST/IC/2006/33	28/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice

Symbol	Date issued	Subject	Remarks
ST/IC/2007/51	26/12/07	New travel regulations for foreign nationals entering Japan	Expiration date: in effect until further notice

9. Job classification system

ST/IC/2000/28	25/4/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002. See also: ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2000/28/ Add.1	12/7/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2003
Add.2	17/8/01	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/04/2002
Add.3	1/7/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/07/2002
Add.4	20/9/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 31/12/2002
Add.5	27/12/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30/06/2003
Add.6	19/8/03	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice
ST/IC/2007/30	9/10/07	Membership of the Classification Appeals Committee for Posts in the Professional Category	Expiration date: 1/10/2009. See also ST/AI/1998/9

10. [illegible]

ST/IC/1999/111	29/12/99	Mental health – Medical and employee assistance facilities	Expiration date: in effect until further notice. See also ST/AI/372
ST/IC/2000/61	19/11/00	Tuition-related motivation and study programme for United Nations Children's Fund	Expiration date: 30/06/2010

11. [illegible]

ST/IC/2007/66	20/12/07	Insurance requirements for motor vehicles entitled to diplomatic privileges and immunities (motor vehicles)	Expiration date: in effect until further notice
ST/IC/1999/111	29/12/99	Mental health – Medical and employee assistance facilities	Expiration date: in effect until further notice. See also ST/AI/372
ST/IC/2001/61 and Add.1	27/8/01	United Nations group life insurance plan	Expiration date: in effect until further notice. See

Symbol	Date issued	Subject	Remarks
Amend.1	14/7/03		also ST/AI/2002/6
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2005/55	4/10/05	New claims administration service from Aetna for medical services rendered outside the United States of America	Expiration date: in effect until further notice. See also ST/IC/2006/22
ST/IC/2006/21	31/5/06	United Nations group life insurance plan	Expiration date: in effect until further notice. See also ST/AI/2002/6 and ST/IC/2002/63
ST/IC/2009/4	8/1/09	Vanbreda medical, hospital and dental insurance programme for staff members away from Headquarters	Expiration date: 31/12/2009

12. Pensions, post-retirement services and employment beyond retirement

ST/IC/2008/43	15/8/08	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/IC/2009/6 and ST/IC/2009/8

13. Post adjustment

ST/IC/2009/6	19/1/09	Post adjustment classification for New York	Expiration date: in effect until further notice. See also ST/IC/2009/6

14. Salary scales and payments

ST/IC/2008/43	15/8/08	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/IC/2009/6 and ST/IC/2009/8
ST/IC/2008/47	15/8/08	Revised salary scales for staff in the General Service and related categories at Headquarters	Expiration date: in effect until further notice
ST/IC/2009/6	19/1/09	Revised base salary scale for staff in the Professional and higher categories and staff in the Field Service category	Expiration date: in effect until further notice
ST/IC/2009/6	19/1/09	Post adjustment classification for New York	Expiration date: in effect until further notice. See also ST/IC/2009/6
ST/IC/2009/50	19/10/09	Hourly wages for [illegible] employees on G-5 rates	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
15. Staff regulations and rules			
ST/IC/2000/75	27/9/00	Index to the Staff Regulations and Rules	Expiration date: in effect until further notice
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new Provisional Staff Rules	Expiration date: in effect until further notice
16. Training, career development and examinations			
ST/IC/2000/86	14/11/00	Multilingualism	Expiration date: in effect until further notice
ST/IC/2001/98	7/12/01	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: 31/12/2002. See also ST/AI/2003/7
ST/IC/2001/98/Add.1	7/7/03	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: in effect until further notice. See also ST/AI/2003/7
ST/IC/2008/17	4/4/08	United Nations internship programme	Expiration date: in effect until further notice. See also ST/AI/2000/9
ST/IC/2009/10	30/1/09	2009 competitive examination for French-language translators/précis-writers	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/11	6/2/09	2009 competitive examination for Russian interpreters	Expiration date: 31/12/2009. See also ST/AI/1998/7
ST/IC/2009/12	6/2/09	2009 competitive examination for Russian-language proofreaders/copy preparers/production editors	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/15	19/3/09	2009 competitive examination for Arabic-language editorial assistants	Expiration date: 31/12/2009
ST/IC/2009/16	20/3/09	2009 competitive examination for Arabic-language translators	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/17	6/4/09	Language proficiency examinations, September	Expiration date:

Symbol	*Date issued*	*Subject*	*Remarks*
		2009	31/12/2009. See also ST/AI/1999/2
ST/IC/2009/18	13/4/09	2009 competitive examination for Spanish-language translators/précis-writers	Expiration date: 31/12/2009. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/19	21/4/09	2009 competitive examination for Arabic-language interpreters	Expiration date: 31/12/2010. See also ST/AI/1998/7
ST/IC/2009/20	21/4/09	2009 competitive examination for Arabic-language proofreaders/copy preparers/production editors	Expiration date: 31/12/2010. See also ST/AI/1998/7 and ST/AI/2000/1, as amended by ST/AI/2003/1
ST/IC/2009/22	8/5/09	2009 competitive examination for Arabic-language editors	Expiration date: 31/12/2010
ST/IC/2009/27	30/7/09	2009 competitive examination for language reference assistants	Expiration date: 31/12/2009
ST/IC/2009/40	6/11/09	Language and communications programme at Headquarters - 2010	Expiration date: 31/12/2010

17. United States taxes

ST/IC/2008/27	28/5/08	United States 2008 economic stimulus payments	Expiration date: in effect until further notice
ST/IC/2009/9 and Add.1	28/1/09 24/3/09	Payment of 2008 income taxes	Expiration date: 31/12/2009

18. Visas

ST/IC/2001/27 and Amend.1	10/8/01 25/8/08	Visa status in the United States of America	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2004/6	27/1/04	United States Visitor and Immigrant Status Indicator Technology	Expiration date: in effect until further notice
ST/IC/2004/14	28/5/04	Filing of petitions for spousal immigrant classification and/or applications for lawful permanent resident status in the United States of America	Expiration date: in effect until further notice
ST/IC/2008/30	6/6/08	Permanent residence in the United States of America – waiver of rights, privileges, exemptions	Expiration date: in effect until further notice. See

Symbol	*Date issued*	*Subject*	*Remarks*
		and immunities	also ST/AI/2000/19
ST/IC/2007/43	22/10/07	Visa status while on mission service	Expiration date: in effect until further notice
ST/IC/2008/11	31/1/08	Revalidation of visas	Expiration date: in effect until further notice
ST/IC/2009/38	15/10/09	Hourly wage for household employees on G-5 visas	Expiration date: in effect until further notice
ST/IC/2009/42	1/12/09	Employment of household employees for whom a G-5 visa has been requested or obtained	Expiration date: in effect until further notice. See also ST/IC/2009/38

IX. Library

No information circulars apply at present.

X. Missions

ST/IC/2008/40	4/8/08	Designation of special missions or locations for purposes of occasional recuperation break	Expiration date: 31/12/2008. See also ST/AI/2000/21, as amended by ST/AI/2004/6
ST/IC/2009/25	15/6/09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1 and Amend.1

XI. Organizational structure

ST/IC/2000/26	25/4/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/4/2002. See also ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2000/26 Add.1	12/7/00	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/4/2002
Add.2	17/8/01	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 25/4/2002
Add.3	1/7/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30/7/2002
Add.4	20/9/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 19/12/2002
ST/IC/2000/26 Add.5	19/12/02	Membership of the New York General Service Classification Appeals and Review Committee	Expiration date: 30/6/2003

Symbol	*Date issued*	*Subject*	*Remarks*
Add.6	19/8/03	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice
ST/IC/2000/80	18/10/00	United Nations garage: Chairman of the Garage Review Board	Expiration date: in effect until further notice
ST/IC/2001/98	7/12/01	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: 31/12/2002
ST/IC/2001/98/ Add.1	7/7/03	Competitive examination for recruitment to the Professional category of staff members from other categories [Central Examination Board]	Expiration date: in effect until further notice. See also ST/AI/2003/7
ST/IC/2007/39	5/10/07	Membership of the Classification Appeals Committee for Posts in the Professional Category	Expiration date: 1/10/2009. See also ST/AI/1998/9
ST/IC/2008/33	3/7/08	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2005/4, as amended by ST/SGB/2008/10
ST/IC/2008/34	1/7/08	Membership of the Central Review Board, Committee and Panel at Headquarters	Expiration date: in effect until further notice. See also ST/SGB/2002/6
XII. Property and supplies			
ST/IC/1999/14	9/2/99	Guidelines for ergonomic workstations and work with computers	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice
XIII. Protocol			
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in effect until futher notice
XIV. Travel and transportation			
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/1999/99	29/11/99	Excess baggage, shipments and insurance	Expiration date: in effect until further notice. See

Symbol	Date issued	Subject	Remarks
			also ST/AI/1999/15
ST/IC/2000/70	21/9/00	Medical evacuation	Expiration date: in effect until further notice. See also ST/AI/2000/10
ST/IC/2001/43 and Add.1 Amend.1 Amend.2 Amend.3	13/6/01 7/2/02 27/6/05 24/5/06 10/8/07	Official travel	Expiration date: in effect until further notice. See also ST/AI/2000/20
ST/IC/2003/40	24/6/03	Transportation of privately owned automobiles: list of countries and territories to which such transportation may be partially reimbursed	Expiration date: in effect until further notice. See also ST/AI/1999/15
ST/IC/2004/38	9/9/04	Host country travel regulations – Iraqi nationals	Expiration date: in effect until further notice
ST/IC/2004/39	9/9/04	Procedures regarding citations for motor vehicle infractions	Expiration date: in effect until further notice
ST/IC/2005/15	8/3/05	Host country travel regulations – Libyan nationals	Expiration date: in effect until further notice
ST/IC/2005/59	31/10/05	Host country travel regulations – Russian nationals	Expiration date: in effect until further notice
ST/IC/2006/10	31/1/06	Host country travel regulations – Vietnamese nationals	Expiration date: in effect until further notice
ST/IC/2006/60	28/12/06	Relocation grant (lump-sum option for unaccompanied shipments) - Rates	Expiration date: in effect until further notice
ST/IC/2008/30	18/6/08	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2008/44	12/8/08	Rates of daily subsistence allowance at New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9
ST/IC/2009/25	15/6/09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1 and Amend.1

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